

## **Minutes of the Pritchard Park Committee**

8:30 am September 7, 2007

Office of Economic Development Conference Room

---

Members Present: Adam Pittman, Scott Barnwell, Wind Motika, Julie Brandt,  
Guadalupe Chavarria, John Rogers, Amy Sawyer, Larry Holt,  
Liz Budd

Members Absent: Amy Cantrell, Wayne Burgess

Staff: Debbie Ivester, Stephanie Monson

### I. Welcome, Agenda Review and Rules of Conduct

Chairman Adam Pittman opened the meeting at 8:35 am welcoming new members Liz Budd and Larry Holt. Vice Chairman Scott Barnwell reviewed the general conduct of the committee.

### II. Overview of the Refined Charge of the Committee/Mayor's Letter

Pittman reviewed the letter (each member received one in packet) that Mayor Bellamy had sent to the committee. The letter outlined the refined charge of the committee: to develop programming recommendations for the park. The mayor asked the group to conduct a series of focus groups with key Pritchard Park stakeholders (and gave examples of stakeholders); to compile the results in a report to council; and to include recommendations for programming the park along with the results in that report.

### III. Update on Pritchard Park Maintenance

Ivester described the process city staff had used to determine the best immediate solutions to maintenance in Pritchard Park. Staff has committed to paving the walkway, possibly using semi pervious materials; to provide a kiosk/station for a staff person who can serve as eyes on the park; to increasing trash pick up/cleaning including enforcement of littering ordinance; and to investigate budgeting for better signage in the upcoming year.

### IV. Next Steps

Monson distributed a calendar of milestone dates suggested by the Mayor's letter and asked for input considering calling subcommittee or special meetings in order to accomplish the report in a timely manner. Members were amenable to organizing in such a way and provided staff with their general availabilities. Staff recommended that the subcommittee who drafts the report should consist of 3-4 people who could realistically devote the time required to prepare the report, and asked members to consider their interest in and ability to serve on that subcommittee. Staff agreed to start logistics/planning for the focus group meetings. Staff agreed to provide members with a sample report to Council.

Staff noted that the Homelessness Forum report could be found on the website using the search tool.

Staff agreed to place committee materials (e.g. agendas and minutes) on the City's website under the Office of Economic Development page.

Staff agreed to provide a suggested stakeholders list compiled from the Mayor's, committee members', and the community's suggestions.

#### V. Public Comment

The Chairman and Vice Chairman discussed using the following general policy for conducting public comment in the meeting: a public comment section at the beginning of meetings was possible upon the determination by the Chairman that the amount of or length of comments would not significantly subtract from the time allotted for committee work; that the comments be limited to discussing programming recommendations for the park.

##### *Public Comments*

Dwight Butner: stressed the importance of the arts community in the focus groups.

Marianne West: asked the group to investigate what other communities are doing to successfully program their parks.

Adjournment, 9:30 am